



APPLICATION FOR COMPREHENSIVE PLANNED DEVELOPMENT (CPD) DETAILED APPLICATION

PROJECT IDENTIFICATION:

Application is hereby made with the Planning Commission of Rockville for approval of a Detailed Application for the property described below:

PLEASE PRINT CLEARLY OR TYPE	PROPERTY ADDRESS		
	NUMBER, STREET & ZIP		
	SUBDIVISION	LOT	BLOCK
	ZONING	TAX ACCOUNT NO.	PROPERTY SIZE (in square feet)
	NAME	MAILING ADDRESS – NUMBER, STREET, CITY, STATE, ZIP	PHONE / FAX / E-MAIL
APPLICANT*	FIRST		
	LAST		
PROPERTY OWNER	FIRST		
	LAST		
ARCHITECT Registration #	COMPANY		
	LAST	FIRST	
ENGINEER/ OTHER Registration #	COMPANY		
	LAST	FIRST	
GROSS FLOOR AREA			
Total Gross Floor Area:		Office Gross Floor Area:	Retail GFA:
Hotel Gross Floor Area:			
Number and Type of Dwelling Units: MF: TH: SFD:		Number of Parking Spaces Provided:	Water and Sewer Demand: _____ mgd _____ mgd

* A letter of authorization from the owner must be submitted if this application is filed by anyone other than the owner

Description of what this Detailed Application is for: _____

I hereby certify that I have the authority to make this application, that the application is complete and correct and that I have read and understand all procedures for filing this application.

TO BE COMPLETED BY THE PLANNING DIVISION

Application #: _____
Staff Reviewer: _____
Target Planning Commission
Review Date: _____

Signature of Applicant _____

Received by: _____
Date: _____
Total fee: \$ _____

See reverse side

1. A detailed site plan (11) Eleven copies (15) Fifteen if on State highway at 100' scale or larger showing:
 - A. The location and dimensions/specifications of all existing and proposed buildings and facilities, and setbacks.
 - B. Preliminary liens of subdivision, indicating areas to be dedicated or reserved for public use, areas to be placed in common ownership and individual lots to be created with approximate sizes shown.
 - C. The location and dimensions/specifications of trash enclosures, electric transformers and equipment lockers, walls, fences, patios, walks, parking spaces, driveways, paving and utility connections.
 - D. Existing and proposed topography with contours at five foot intervals for slopes averaging ten percent or greater and at two foot intervals for land or lesser slope.
 - E. Existing and proposed streets, easements, water courses, bridges, culverts, drain pipes, location of existing and proposed utility systems, and any natural features such as wooden areas, rock formations, marsh, etc.
 - F. Right-of-way and roadway widths, grades and gradients, approximate finished grades of streets shall be indicated in the plan.
 - G. Proposed improvements to common and/or public areas.
 - H. North arrows, data and scale.
2. Preliminary plans of all buildings including typical multi-family, townhouse or other residential units to be constructed including:
 - A. Elevations, floor plans and perspective view renderings of buildings.
3. Demonstration that the architectural theme of the buildings and landscaping are consistent with an overall architectural concept/theme for the comprehensive planned development.
4. A detailed landscape plan (3 copies) showing type, size and quantity of all plant material including existing trees to be retained.
5. Storm and sanitary drainage study and plans for sanitary and water lines including easements. Where applicable, one hundred (100) year flood plan diagram and data, and erosion areas of diagram and data.
6. A traffic impact study in conformance with the Standard Traffic Methodology, if required.
7. A plan for soil erosion, sediment control and storm water management.
8. Drafts of legal agreements and documents which will be used to satisfy the requirements of Article 5, Division 5 of the Zoning Ordinance (where applicable).
9. A tabulation of the total number of parking spaces required by Section 25.395 of the Zoning Ordinance, and the number of parking spaces proposed by size and type of space.
10. A schedule of development.
11. A statement describing how this application will address Rockville's Guideline for Art in Private Development.



APPLICATION CHECKLIST
COMPREHENSIVE PLANNED DEVELOPMENT (CPD)
DETAILED PLAN

Please complete this checklist and include it as part of the application submittal. Each item on the checklist must be contained in the application packet. If items are missing, the application cannot be accepted.

		For Staff Use Only	
Submitted	Received		
<input type="checkbox"/>	<input type="checkbox"/>		Detailed Site Plan (11) Eleven/(15) Fifteen if on State Highway at 100' scale or larger Folded to 8½ x 11, including existing proposed topography, water & sewer connections to public utility
<input type="checkbox"/>	<input type="checkbox"/>		Preliminary plans of all buildings to be constructed
<input type="checkbox"/>	<input type="checkbox"/>		Demonstrated consistency between architectural theme of the building and the overall architectural concept for the CPD
<input type="checkbox"/>	<input type="checkbox"/>		Detailed landscape plan (11) Eleven/(15) Fifteen if on State Highway
<input type="checkbox"/>	<input type="checkbox"/>		Storm and sanitary drainage studies and plans
<input type="checkbox"/>	<input type="checkbox"/>		Traffic impact study (where applicable)
<input type="checkbox"/>	<input type="checkbox"/>		Sediment control and storm water management concept plan
<input type="checkbox"/>	<input type="checkbox"/>		Drafts of legal agreements (where applicable)
<input type="checkbox"/>	<input type="checkbox"/>		Tabulation of parking requirements
<input type="checkbox"/>	<input type="checkbox"/>		Schedule of development
<input type="checkbox"/>	<input type="checkbox"/>		Filing Fee

(Use the Application Submittal Procedures for explanation of these items.)

Comments on Submittal: (For Staff Use Only): _____



City of Rockville
Dept. of Community Planning & Development Services
Planning Division
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SUBMITTAL PROCEDURES FOR COMPREHENSIVE PLANNED DEVELOPMENT (CPD) DETAILED PLAN

Each applicant needs to be aware of the following facts about the processing of this application. After reading the following information, please sign below to acknowledge your understanding.

PRE-APPLICATION MEETING:

A pre-application meeting with the Development Review Committee or the Planning staff is recommended prior to filing all applications.

INSPECTION OF THE PROPERTY:

The members of the Planning Commission and the City staff members must be given the opportunity to physically inspect the subject property to help them reach a decision on the application. This opportunity must be granted provided a reasonable notice is given for said inspection.

HEARING/MEETING APPEARANCE:

The applicant must be prepared to present his/her case before the Planning Commission, and the Mayor & Council, if required.

THE DECISION:

Submission of this application with the filing fee is not a permit. The Planning Commission will make the final decision (Approval/Denial/Dismissal) on this application. While the Planning Division may make recommendations to the Commission on this application, these recommendations are advisory only and are not binding on the Commission.

REFUNDS:

The filing fee is not refundable regardless of whether the application is approved or denied.

Applicant

Date